

MINUTES



Meeting: Board of the Old Oak and Park Royal Development Corporation

Date: Thursday 26 November 2015

Time: 3.00 pm

Place: Committee Room 3, City Hall, The Queen's Walk, London, SE1 2AA

Present: Sir Edward Lister (Chairman)
Cllr. Julian Bell
David Biggs
Cllr. Muhammed Butt
Cllr. Stephen Cowan
Rahul Gokhale
William McKee CBE
Professor Jordan Nash
Matthew Pencharz
David Prout
Eric Sorensen
Amanda Souter

In Attendance: Victoria Hills (Chief Executive Officer)
Doug Wilson (Chief Finance Officer)
Paula Hirst (Interim Director of Strategy and Programmes)
Mick Mulhern (Director of Planning)
Darrell Redmond (Interim Director of Operations)
Richard de Cani (Observer, TfL)
Andrew Donald (Observer, London Borough of Brent)
John Finlayson (Observer, London Borough of Hammersmith and Fulham)
Fiona Fletcher-Smith (Observer, GLA)
Lucy Taylor (Observer, London Borough of Ealing)
James Varley, Secretariat

1 Welcome and Chairman's Opening Remarks (Item 1)

- 1.1 The Chairman welcomed Members to the seventh meeting of the Board of the Old Oak and Park Royal Development Corporation.
- 1.2 The Board welcomed Professor Jordan Nash to his first meeting as a Board Member following his appointment on 1 November 2015.

- 1.3 The outcome of the Comprehensive Spending Review had been released yesterday and the Government had communicated its aspiration for the publically owned land around the proposed HS2 station to be brought under single control. The Chairman expressed his thanks to the Department of Transport and the Department for Communities and Local Government for the work done on this matter and it was noted that a significant amount of work was still required to carry negotiations to a successful conclusion.

2 Apologies for Absence (Item 2)

- 2.1 Apologies for absence were received from Simon Kirby, Mike Brown, Pat Hayes and Juliemma McLoughlin.

- 2.2 The Board was asked to appoint Lucy Taylor, Assistant Director of Regeneration and Planning Policy, Ealing Council and John Finlayson, Head of Planning Regeneration, Hammersmith and Fulham Council as Observers for the meeting. This was in accordance with Standing Order 6.1.

2.3 Decision:

It was agreed that Lucy Taylor, Assistant Director of Regeneration and Planning Policy, Ealing Council and John Finlayson, Head of Planning Regeneration, Hammersmith and Fulham Council be appointed as Observers for the meeting.

3 Declarations of Interest (Item 3)

- 3.1 There were no declarations of interests relevant to items on the agenda.

4 Minutes of the Meeting Held on 20 October 2015 (Item 4)

- 4.1 The minutes of the meeting held on 20 October 2015 were approved as a correct record and the Chairman was authorised to sign them.

5 Matters Arising (Item 5)

- 5.1 There were no matters arising from the last meeting.

6 Chief Executive Officer's Report (Item 6)

- 6.1 The Chief Executive Officer introduced the report which provided an update on progress since the Board Meeting on 15 September 2015.
- 6.2 The Old Oak Opportunity Area Planning Framework had been adopted by the Mayor on 4 November 2015.
- 6.3 The Corporation's Housing Panel and the Transport Panel had both recently held their inaugural meetings.
- 6.4 Work was progressing on the case for over station development at Old Oak Common station, with professional advice being received by Deloitte Real Estate.
- 6.5 **Decision:**
 - a) **That the report be noted.**
 - b) **That the appointment of Professor Jordan Nash, who was appointed to the Board on 1 November 2015, be noted.**

7 Report of the Appointments and Remuneration Committee meeting held on 15 September 2015 (Item 7)

- 7.1 The Chair of the Appointments and Remuneration Committee introduced the report which provided an update of the meeting held on 15 September 2015.
- 7.2 **Decision:**
That the report be noted.

8 Report of the Audit Committee meeting held on 23 October 2015 (Item 8)

- 8.1 The Chairman of the Audit Committee introduced the report which provided an update of the meeting held on 23 October 2015.
- 8.2 **Decision:**
That the report be noted.

9 Report of the Planning Committee meeting held on 12 November 2015 (Item 9)

- 9.1 The Chairman of the Planning Committee introduced the report and informed the Board that the Committee had considered the Consultation to designate the Cumberland Park Factory Conservation Area and the Application to Designate the Harlesden Neighbourhood Planning Forum and Area. The items were to be considered by the Board at this meeting and were an important part of establishing the commitment the Corporation has to conserving the heritage of the area.

9.2 Decision:

That the report be noted.

10 Planning Matters (Item 10)

- 10.1 The Director of Planning introduced the paper which sought agreement to consult on the designation of the Cumberland Park Factory Conservation Area, designation of the Harlesden Neighbourhood Area and Planning Forum. These items had been considered at the meeting of the Planning Committee held on 12 November 2015.

10.2 Decisions:

- a) **That the report be noted;**
- b) **That the comments of the Planning Committee be noted;**
- c) **That a public consultation on the designation of the Cumberland Park Factory Conservation Area take place;**
- d) **That the designation of the Harlesden Neighbourhood Area be agreed; and**
- e) **That the designation of the Harlesden Neighbourhood Planning Forum be agreed.**

11 Approval to Proceed with Procurement of Advisory Services (Item 11)

- 11.1 The Interim Director of Strategy and Programmes introduced report which sought approval for the procurement of professional services to assist the Corporation's officers in their work relating to land assembly, infrastructure delivery and coordination of delivery programmes.

11.2 Decisions:

- a) **That a procurement for Commercial Real Estate Advisory Services on a call off contract basis up to the value of £500,000 be approved;**
- b) **That a procurement for Infrastructure Delivery Expertise on a call off contract basis up to the value of £500,000 be approved;**
- c) **That a procurement for Programme Management and Business Case Development Services on a call off contract basis up to the value of £500,000 be approved; and**
- d) **That a procurement for Consultancy Services to develop a Business Case for OSD at the HS2 Station at Old Oak Common up to the value of £300,000 be approved.**

12 Quarter 2 Finance Report (Item 12)

- 12.1 The Chief Finance Officer introduced the report which presented the forecast for the year, based on actual spend up to Quarter 2 together with management's forecasts for the remainder of the year.

12.2 Decision:

That the Quarter 2 financial position consisting of actual expenditure to 17 October 2015 and the forecast spend for the remainder of the year be noted.

13 Establishment of a Finance and Investment Committee (Item 13)

- 13.1 The Chief Finance Officer introduced the paper which presented the updated Scheme of Delegation and the Finance and Investment Committee terms of reference.
- 13.2 In response to matters raised by Members, it was agreed that the Scheme of Delegation would be further amended to refer to the 'Chief Executive Officer giving approval up to £10m within approved budgets, on matters that fall within the Terms of Reference of the Finance and Investment Committee, except for novel or contentious investments...'
- 13.3 The Board requested that a rigorous approach was used to identify and assess the selection criteria for appointing non-elected external Members and it was agreed that Cllr. Stephen Cowan would sit on the interview Panel for non-elected external Members.

13.3 Decision:

- a) That the amended Scheme of Delegation be approved, subject to the further amendment requested
- b) That the Terms of Reference be approved
- c) Note proposed mix of expertise sought, approach to and timing for recruitment of Committee members.
- d) That Cllr. Stephen Cowan would sit on the interview panel.

14 Update on the OPDC Business Plan (Item 14)

14.1 The Interim Director of Corporate Operations introduced the report which outlined the progress of projects within the business plan. To date, 70 per cent of projects forecasted for Quarter 1 and 2 had been completed and good progress was being made on the remaining 30 per cent.

14.2 In response to a request from the Board, a future report would include a high level summary of milestones achieved and this would be tied in with the risk register.
[Action: Interim Director of Operations]

14.3 Decision:

That the report be noted

15 Any Other Business the Chairman Considers Urgent (Item 15)

15.1 There were no further items of business.

16 Date of Next Meeting (Item 16)

16.1 It was noted that the next meeting of the Board of the Corporation was due to be held on Monday 25 January at 3.00pm in City Hall.

17 Exclusion of the Press and Public (Item 17)

17.1 Decision:

That the press and public be excluded from the meeting for consideration of the

following items in accordance with paragraph 3 of Schedule 12A to the Local Government Act 1975 (as amended), in that both items would be likely to involve the disclosure of information relating to the business affairs of the Old Oak and Park Royal Development Corporation.

18 Minutes of the Meeting Held on 20 October 2015 that Contain Exempt Information (Item 18)

- 18.1 The minutes of the meeting of the Board held on 20 October 2015 that contained exempt information were approved as a correct record and the Chairman was authorised to sign them.

19 Close of Meeting (Item 19)

- 19.1 The meeting ended at 3.35pm.

Chairman

Date

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